

Children with Special Needs 107 Nott Terrace, Suite 306 Schenectady, New York 12308-3170 Phone: (518) 386-2815

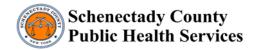
Fax: (518) 386-2801

Certification of Under the Direction and Accessibility for Occupational Therapy Services

Agency Name

School Year_

Discipline: Occupational Thera	py Assistant (OTA)	
Name	License #	NPI #
(print)		
Signature of Certified	I OTA	Date
I am providing under the dire	ction of and accessibility in the following	g manner:
 Monitor the mandated do Perform an initial face to periodically observe the Be readily available to th Consult with the OTA th Review and sign periodi Review and sign each se Review service sheets us I will keep the appropriate red	sed for Medicaid billing. cords documenting that the "Under the lininutes of meetings, minutes of observat	the OTA I am supervising and Services; rough phone, email or fax; recommendations, as appropriate; repared by the OTA; Direction Of" activities have
OT Name	License #	NPI #
(print)		
Signature of Licensed Occupa	Date	
Contact Information		



Occupational Therapy "Under the Direction Of" Log					
Child Name			School Year		
Agency			OT Services Mandate	ed	
Assigned OTA			License #	NPI #	
Supervising OT			License #	NPI #	
I will keep the appropriate records documenting that the supervision services have occurred (i.e. telephone logs, minutes of meetings, minutes of observations, initial and subsequent periodic face to face contacts with each student and OTA).					
ACTIVITY	Date	Type of Meeting (Group, Individual, Telephone, Etc.)	Services / Evaluation Recommended	OT SIGNATURE	
	Date	Telephone, Etc.)	Recommended	OI SIGNATURE	
IEP REVIEW INITIAL OBSERVATION - Face to Face with Child					
September Meeting					
October Meeting					
2nd OBSERVATION - Face to Face with Child					
November Meeting					
December Meeting					
3rd OBSERVATION - Face to Face with Child					
January Meeting					
February Meeting					
March Meeting 4th OBSERVATION - Face to Face with Child					
April Meeting					
May Meeting					
June Meeting Summer Observation – Face to Face with Child					
July Meeting					
August Meeting					

NOTE: The supervising OT MUST provide an initial (within first 2 weeks) and subsequent periodic face to face contact for each student being serviced by an OTA. The OT must have on file the manner in which he/she has provided supervision to the OTA for each and every child being serviced. The supervision must be direct supervision.